

WORK MEETING AGENDA OF THE CITY COUNCIL OF LAYTON, UTAH
December 5, 2013 – 5:30 PM

Item:

1. Presentation -- Local First Utah
2. Pipeline Crossing and Encroachment Agreement between Layton City and Utah Transit Authority (UTA) for Storm Drain Crossing at the Kays Creek Trail - Resolution 13-59
3. Davis County Interlocal Automatic Aid Fire Agreement - Resolution 13-60
4. Amend the Consolidated Fee Schedule - Ordinance 13-27
5. Discussion Regarding Utility Billing Round Up Program

In the event of an absence of a full quorum, agenda items will be continued to the next regularly scheduled meeting.

This meeting may involve the use of electronic communications for some of the members of the public body. The anchor location for the meeting shall be the Layton City Council Chambers, 437 North Wasatch Drive, Layton City. Members at remote locations may be connected to the meeting telephonically.

Notice is hereby given that by motion of the Layton City Council, pursuant to Title 52, Chapter 4 of the Utah Code, the City Council may vote to hold a closed meeting for any of the purposes identified in that Chapter.

**LAYTON CITY COUNCIL MEETING
AGENDA ITEM COVER SHEET**

Item Number: 1.

Subject:

Presentation -- Local First Utah

Background:

Ms. Nan Seymour, Executive Director for Local First Utah and Ms. Lisa Wise, Chapter Leader, Local First Davis have asked for time on the agenda to provide the Council with an overview of the Local First Utah mission.

Alternatives:

N/A

Recommendation:

N/A

**LAYTON CITY COUNCIL MEETING
AGENDA ITEM COVER SHEET**

Item Number: 2.

Subject:

Pipeline Crossing and Encroachment Agreement between Layton City and Utah Transit Authority (UTA) for Storm Drain Crossing at the Kays Creek Trail - Resolution 13-59

Background:

Resolution 13-59 authorizes the execution of an agreement between Layton City and UTA to construct a 30-inch fuse HDPE storm drain line, encased in a 36-inch steel casing, which will cross the Kays Creek trail at approximately mile post 766.45, at a minimum of 7.5 feet below the lowest point on the surface of the right-of-way. The current 36-inch pipe, which does not drain properly, discharges into Kays Creek, east of the railroad culvert at a slope of less than .20 percent. The new pipe will outfall west of the culvert and enter the creek at an elevation 2 feet above the flow level of the creek, thereby allowing proper drainage and reducing backups

Alternatives:

Alternatives are to 1) Adopt Resolution 13-59 approving the Pipeline Crossing and Encroachment Agreement Between Layton City and Utah Transit Authority for a Storm Drain Crossing at the Kays Creek Trail; 2) Adopt Resolution 13-59 with any amendments the Council deems appropriate; or 3) Not adopt Resolution 13-59 and remand to Staff with directions

Recommendation:

Staff recommends the Council adopt Resolution 13-59 approving the Pipeline Crossing and Encroachment Agreement between Layton City and Utah Transit Authority for a Storm Drain Crossing at the Kays Creek Trail, and authorize the Mayor to sign the necessary documents.

**LAYTON CITY COUNCIL MEETING
AGENDA ITEM COVER SHEET**

Item Number: 3.

Subject:

Davis County Interlocal Automatic Aid Fire Agreement - Resolution 13-60

Background:

Resolution 13-60 authorizes Layton City to participate in the Automatic Aid Agreement for Fire Response throughout Davis County. Currently, there is a Mutual Aid Agreement between all entities. This Automatic Aid Agreement will enhance the current Aid Agreement. The Agreement allows for a quicker, more efficient dispatch of the fire resources to all types of fire incidents within Davis County.

Alternatives:

Alternatives are to 1) Adopt Resolution 13-60 authorizing the Automatic Aid Agreement between Layton City and all other entities; or 2) Not adopt Resolution 13-60 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Resolution 13-60 authorizing the Automatic Aid Agreement between Layton City and all other entities.

**LAYTON CITY COUNCIL MEETING
AGENDA ITEM COVER SHEET**

Item Number: 4.

Subject:

Amend the Consolidated Fee Schedule - Ordinance 13-27

Background:

The City has consolidated most fees and charges into one place within the Municipal Code, which is adopted and amended by ordinance. The following changes are being proposed.

Records Request Fees

Staff is proposing a change to the fees associated with record requests. GRAMA requests for City documents have increased more than 200% since 2010. These fees have not been changed since the Consolidated Fee Schedule was adopted in 1994. Utah State Code 63G-2-203 (b) states that an hourly charge may not exceed the salary of the lowest paid employee who, in the discretion of the custodian of records, has the necessary skill and training to perform the request, and 63G-2-203 (c) states that no charge may be made for the first quarter hour of Staff time. The proposal is to increase the research, compilation and editing fee from \$10 per hour to \$30 per hour, and decrease the time for not charging a fee from 30 minutes to 15 minutes, bringing the fees in line with State Code.

Ed Kenley Centennial Amphitheater Fees

The Ed Kenley Centennial Amphitheater has been available for private rental for several years. Because the Amphitheater is supported by public monies from the citizens of Layton, the tiered rental fee structure is based on the residency of the renting agency and the type of event they are providing. Rental fees are not being changed this year but are being added to the Consolidated Fee Schedule.

Water Meter Fees

Changes to the water meter fees are presented for consideration due to Public Law 111-380 known as the "Reduction of Lead in Drinking Water Act." This law requires that all new brass fittings and components installed in public drinking water systems meet the "No-lead" brass specification NSF 372 as of January 4, 2014. In order to comply with this law, Layton City has received new pricing from our meter supplier for meters that will meet the NSF 372 specification. The "No-lead" brass pricing is reflected in the requested meter prices. In addition, as metering technology has advanced, the pricing for larger meters (sizes 4"-8") has allowed for a cost reduction due the City's utilization of ultrasonic meters for the larger meters.

False Alarm Fees

Police respond to a substantial number of false alarms regularly. Based on the policy and ordinance, alarm owners are billed for false alarms. During discussions concerning collection of false alarm fees it was noted that the Consolidated Fee Schedule does not list false alarm fees under the Police section of the schedule. It

was determined that this may lead some to believe that the fees only apply to Fire Department response to an alarm. The City Code is clear that this applies to both Police and Fire services. This amendment adds the false alarm fee structure to the Police section of the Consolidated Fee Schedule in the same format that it is included in the Fire section.

Alternatives:

Alternatives are to 1) Adopt Ordinance 13-27 amending the Consolidated Fee Schedule as proposed; 2) Adopt Ordinance 13-27 with modifications; or 3) Not adopt Ordinance 13-27 and remand to Staff with directions.

Recommendation:

Staff recommends the Council adopt Ordinance 13-27 amending the Consolidated Fee Schedule.

**LAYTON CITY COUNCIL MEETING
AGENDA ITEM COVER SHEET**

Item Number: 5.

Subject:

Discussion Regarding Utility Billing Round Up Program

Background:

As a follow-up to prior discussions regarding this potential program. Staff is seeking direction from the Council whether or not to proceed.

Alternatives:

N/A

Recommendation:

N/A

Utility Billing "Round Up" Program

ESTIMATED REVENUE:

Average amount a bill would be rounded
(based on a sample of 1,000 bills from August 2013) 0.54

Estimated number of Bills Created in a Year 121,518

Estimated Amount of Annual Revenue Earned Based on:

100% Take Rate	65,619.72
90% Take Rate	59,057.75
80% Take Rate	52,495.78
70% Take Rate	45,933.80
60% Take Rate	39,371.83
50% Take Rate	32,809.86
40% Take Rate	26,247.89
30% Take Rate	19,685.92
20% Take Rate	13,123.94
10% Take Rate	6,561.97
5% Take Rate	3,280.99

ESTIMATED EXPENSES:

Initial system programming \$ 2,500.00

Additional temporary personnel
(1 person, 8 hours a day, 4 months or two billing cycles) \$ 10,500.00

Additional processing time each month 1 - 2 hours per month